

KRS 218A.202 requires that any person authorized to prescribe or dispense controlled substances shall register and maintain a KASPER account.

You must take the following actions by **November 30, 2019** or your professional license may be at risk. If you are unsure whether you previously had a KASPER account or need help with becoming compliant, contact the KASPER helpdesk at 502-564-2703.

**All users must first create a personal Kentucky Online Gateway (KOG) account to access KASPER.**

You may already have a KOG account if you have used the Cabinet's secure portal to access other services such as EDRS (Electronic Death Registry System), Vital Statistics or Benefind. If not, go to <https://kog.chfs.ky.gov> and create a "Citizen or Business Partner" KOG account.

KOG uses an email address for the USER name so you must register with an email address that only you have access to complete the secure E-mail confirmation process.

REMEMBER the password you create! Your NEW KOG user name (email) and password will be the ONLY login information needed to access KASPER via your new KOG account.

**If you previously had a KASPER account, onboard (transition) your existing KASPER account to your KOG account:**

Log onto your KOG account <https://kog.chfs.ky.gov>

If the KASPER icon is listed under My Apps, click Launch. If KASPER is not listed under My Apps, click on *All Apps* and search (by the letter K) for the Kentucky All Schedule Prescription Electronic Reporting, then click the KASPER button that says *Enroll*.

Enter the KASPER user name and password that you had **prior to April 30, 2019**. You only need this ONE time to link (onboard) KASPER to KOG. If you do not remember, contact the KASPER helpdesk at 502-564-2703. Do **not** create a new KASPER account unless you have never registered for an account before.

**If you never had a KASPER account and need to create a new account:**

Log onto your KOG account <https://kog.chfs.ky.gov>

If the KASPER icon is listed under My Apps, click Launch. If KASPER is not listed under My Apps, click on *All Apps* and search (by the letter K) for the Kentucky All Schedule Prescription Electronic Reporting, then click the KASPER button that says *Enroll*.

Click on the link that says ***Request a KASPER Account*** and follow the step by step instructions. New accounts require providing credentials and license information, printing and mailing the resulting application forms to KASPER for account verification.

**Attention delegates (nurses, medical assistants, pharmacy technicians and other office staff)**

You will not be able to onboard (link) your existing KASPER account to your KOG account until the MASTER Account Holder (practitioner or pharmacist) completes the process above.

\*For detailed instructions, including how to onboard and establish delegates, please review the KOG-KASPER user guide:

<https://chfs.ky.gov/agencies/os/oig/dai/deppb/Documents/KASPERKOGIntegrationUserGuide.pdf>